

Date:

Division/District: POD/POA

## Division Termination Memo to HQUSACE

TO: [HQUSACE CAP POC]

1. We concur with the \_\_\_\_\_ District's recommendation to terminate the Section \_\_\_\_\_ study of [Project Name]. The basis for this termination is contained in the District's termination report, as forwarded below. With this message, the study is terminated as of the date of this message.
2. Choose 2a or 2b whichever is applicable:
  - 2a. No funds remain to be revoked from the study account.
  - 2b. Funds in the amount of \$ \_\_\_\_\_ are available for revocation. The funding request is summarized below:

CWIN:  
PROJECT NAME:  
OFFICE:  
CODE:  
AMOUNT:  
ACTION:

3. The District will close out the study account this fiscal year so that it will not appear as an active study next fiscal year.

/s/

DIVISION COMMANDER OR DESIGNATED DIVISION CHIEF